



## MSFCA 2<sup>nd</sup> Annual Fire Officers School

February 9-10, 2013

Arrowwood Resort and Conference Center in Alexandria

### Classes and Class Description

#### 1) The First 5 Minutes – Chief Ulie Seal – Bloomington Fire Department

*The goal of the First 5 Minutes is to provide the firefighter sitting in the right-seat of the first due apparatus an opportunity to develop the skills necessary to make the right decisions based on the application of the initial functions of Incident Command. A combination of presentations, case studies, and scenarios with class participation will be used to assist the participant in developing these skills.*

The primary goal/function of a hazard zone management/command system is providing for the safety of the firefighters who are performing the tasks that stabilize the incidents problems. Most of time this work takes place in a highly volatile, fast paced, IDHL atmosphere (a hazard zone).

We are summoned to solve a problem and we usually create solutions to the problem through action. The initial size-up produces the information that becomes the basis for the incident strategy and action plan (IAP). Investing a small amount of time evaluating the critical factors is extremely important to both beginning and on-going command and operational success as well as firefighter safety. Current, accurate, and relevant information obtained by the IC in the front end of the event will generally provide the information foundation for initial and on-going effective action.

#### 2) Critical Thinking for Fire Ground Operations – Lance Ross – Emergency Preparedness Resource Group

This class is a hands-on class that will move you through many scenarios on the Incident Command City. Back by popular demand this class is sure to cause you to think through many different scenarios that you could see as a firefighter or fire officer. The class will discuss tactics; discuss scene management, and safety. Sign up early as this class fills quickly!!

#### 3) Leadership & Management for Today's Fire Service Leader – Nyle Zikmund – SMB Fire Department

This class will offer an in-depth exploration of the various styles of leadership successful organizations use, the role management plays in leadership and when to know whether you should lead or manage. 31 Year fire service leader Fire Chief Nyle Zikmund will share his experience and battle obtained wisdom using a combination of case studies, guest speakers, and class discussion to provide students with the tools and skills they need to recruit, retain, motivate and manage the diverse highly complex organizations we call fire departments!

#### 4) New Fire Officer Primer – Bruce West – Executive Director – Minnesota Board Fire Training and Education

Whether you're a new officer; Lt, Captain, Assistant Chief or Chief or a veteran officer, this class is for you. Attendees will gain critical knowledge regarding local, state and national resources; Legal issues and liability, human resource management, leadership, administration and management. Speakers/Instructors include MBFTE Executive Director Bruce West. Also Mr. Robert Boe from the League of Minnesota Insurance Trust will be discussing firefighter risk and injury. Dave Dejonge from PERA will be covering information regarding the new and high successful State Volunteer Pension Plan. Teresa Zikmund from the Minnesota Fire Certification Board will be on hand to talk about testing and the certification process. There have been a number of other guests that have been invited (but not confirmed) to address leadership and Human Resource Management.

#### 5) The Fire Officers Role in Personnel Management – Jerry Streich – Centennial Fire Chief

*What direction are we heading?*

Returning this year is Chief Jerry Streich's in-depth class on what you need to know to be a leading fire service "manager". Sure leadership is important but most of the work we do as officers is *management*. Where do you fit within your organization and is your organization prepared for the future? Do you know how to change the direction of your organization? This class is designed to provide an in-depth review of the best practices dealing with local government, recruitment and retention, promotion, leadership, encouragement, change resistance, group dynamics, marketing (social media), discipline, purchasing, expectations and more. This class is designed to send you home with ideas to better your organization. There will be a group scenario that is likely to get your blood moving as we role play the actions of difficult people and bullies.

As a young soldier, quality leadership and management was the foundation of Chief Streich's experiences. He has taken that foundation through his career in law enforcement and the fire service and compiled a passionate approach to operating and organization. His Bachelorette studies are in Organizational Leadership and Human Resources and he holds an Associate's Degree in Fire Science.

#### 6) Certification Review and Test – Teresa Zikmund

Interested in obtaining your Fire Officer I Certification? Here is your chance! A Fire Officer I review and test will held at the Fire Officer School. The review will cover both the written exam and practical skills. The exams will take place on Sunday morning. (NOTE: There is an additional fee for the exam) to register for Sunday's exam and more information on Fire Officer I class, check out the Minnesota Fire Certification Board website at [www.mfscb.org](http://www.mfscb.org)

#### 7) Fire Operations in the Wildland/Urban Setting – Tom Lynch - DNR

This course is designed to assist structure and wildland firefighters who will be making tactical decisions when confronting wildland fire that threatens life, property, and improvements, in the wildland/urban interface. This course is required for initial attack commander under the DNR Standard and will allow fire officers the opportunity to see firsthand the methodology used when a wildland fire threatens your community. This training is appropriate for engine operators, chief officers, and company officers responsible for structure protection in suburban and urban interface areas. We will be limiting the class size for hands on style of learning using a "sandbox model". After completing the course you will be better prepared to work alongside DNR staff to mitigate a fire that impacts your community. If you don't think this could happen to you? Think of the Karlstad fire last fall that had a huge impact on responding agencies.

**8) Special Responses - Kevin Reed – State Emergency Response Team Coordinator - MN Division HSEM**

You are on the scene of an incident and need assistance, who do you call and what is available. This session will discuss a wide range of incidents that have happened in Minnesota. We will walk through incidents from the initial call to demobilization of state response assets. Discussion on what special response assets are available, what is required to request these assets, cost of response and how the response works for the incident commander. We will also touch on specialized federal assets that may be requested. This will be a good opportunity to learn how the state emergency response teams fit into your unified command and overall incident management. This is also a hands-on class where you will get to use some of the "Toys" HSEM has to offer.

**9) State Fire Marshal's Office**

**The Fire Officers Role in the Fire Investigation – Deputy State Fire Marshal - Kevin Mahle**

This class will cover the legal requirements, how to determine where the fire started, indications of possible arson, preserving the fire scene, fire death investigation and basic procedures related to conducting a fire investigation that every fire officer should know.

**Youth Fire Setting Prevention and Intervention – Deputy State Fire Marshal – Kathi Osmonson**

Kids and Fire: Interest is normal; acting on that interest is not. The power of fire is a mystery to most people. With their 1<sup>st</sup> birthday candle we introduce children to the world of fire, and the misconception that small fires are easily controlled. Big fires start small and are often more deadly than a gun with the potential of killing everyone in the area, rather than one bullet at a time.

Fire is used inappropriately in advertising, movies and TV programs as well as by kids on YouTube. Children have escalating access to these media which in part contributes to the higher than you might think incidence of youths setting fires. Arson is the fourth leading cause of fire in Minnesota. In 2011 alone, intentionally set fires caused more than \$8 million in damage(*Fire in Minnesota 2011*) Consistently, more than half of the Minnesota arson arrests are kids under the age of 18 years of age (*Mn Bureau of Criminal Apprehension*) OBJECTIVES: 1) Summarize the local and trends in youth fire setting. 2) Identify children who are at risk for fire setting behavior. 3) Understand what motivates children to set fires. 4) Learn the steps and resources available for referring a child to a prevention and intervention program.

**Managing Your Fire Department Daily Operation Using Image Trend - Deputy State Fire Marshal – Scott Radke**

Managing your day to day operation has been incorporated into the state sponsored reporting system, Image Trend. Although originally for fire reporting, Image Trend's on-line system is a complete suite of fire department software. This session will introduce you to the availability and use of Image Trend's other modules. 1) Training/Activities – Course descriptions, training locations, training notes, attendees and CUE's. 2) Staffing Certificates-Tracking Certificates and dates. 3) Inventory – Station/Apparatus/Staff, includes the full specifications of each item, where they are located and warranty information of each. 4) Equipment Maintenance-maintenance records, item history, purchase price, expiration dates and more. 5) Scheduler-Track your shifts, inspections, activities, training and more.

**The 3 E's of Fire Prevention – Deputy State Fire Marshal – Becki White**

You have been task with developing a fire prevention program for your department and you're not sure where to start. Fire Prevention is more than fire safety presentations at the local elementary school. This training will cover the three E's of fire prevention: Education, Enforcement and Engineering. Learn to use all three to develop a prevention program that works for your community.

**10) Customer Service or Lip Service – Steve Koering – Assistant Fire Chief – Eden Prairie Fire Department**

There is no question: the mission of the fire service has expanded beyond our historic role in protecting life and property by any means necessary. Today, our communities expect and deserve a broader range of capabilities, delivered with excellent customer service. To meet and exceed these expectations, fire service leaders must: **1)** Understand the nature of customer service. What are your communities' specific needs and desires, and how can we align our mission with these needs? What outcomes are we seeking and why? **2)** Assess our current capabilities and plan improvements. For most of us, it far easiest to evaluate our agencies' emergency response readiness, than we do their custom service capabilities. If we can measure it, we can improve it. **3)** Execute. This involves leadership at all levels: in the community and in the firehouse, as well as on the incident ground. All members of our organization must know what to do, how to do it and why it is important.

This class will present concepts for customer service in the fire service, along with specific tactics for defining objectives, planning and implementing improvements. Participants will work together to consider the role of customer service in defining their agencies' brands and value propositions to their communities. They will return to their department with a new set of tools to consider, plan and implement meaningful change.

**FIRE OFFICERS SCHOOL REGISTRATION FORM**



**\$175 Registration**

**(You do not need to be a member of the MSFCA to attend this school)**



**WE ACCEPT VISA, MASTERCARD, DISCOVER --- MnSCU VOUCHER DOLLARS WILL BE ACCEPTED AND ARE ENCOURAGED --- MBFTE REIMBURSABLE CLASSES**

**NAME \_\_\_\_\_ HOME ADDRESS \_\_\_\_\_**

**DEPARTMENT \_\_\_\_\_ DEPARTMENT BILLING ADDRESS \_\_\_\_\_**

**CREDIT CARD INFORMATION \_\_\_ VISA \_\_\_ MASTERCARD \_\_\_ DISCOVER EXP DATE \_\_\_\_\_ CREDIT CARD NUMBER \_\_\_\_\_**

**DATE OF BIRTH \_\_\_\_\_ DAYTIME TELEPHONE NUMBER \_\_\_\_\_**

**EMAIL ADDRESS (for confirmations) \_\_\_\_\_ CLASS CHOICE #1 \_\_\_\_\_ #2 \_\_\_\_\_**

- Saturday evening meal cost for spouses \$10, kids 16 and under \$5 can be paid at the registration table when you pick up your registration packet.
- Checks should be made payable to Alexandria Technical & Community College, 1601 Jefferson Street, Alexandria, MN 56308.
- If you have questions about registration, please contact Sandy Larson at 320-762-4406 or email at [sandy@alextech.edu](mailto:sandy@alextech.edu); or you may register on-line at [www.alextech.edu/customizedtraining](http://www.alextech.edu/customizedtraining): click on browse courses; click on Fire Officers Training. Please be sure to enter your department's billing information at the bottom of the student profile(the class fee will be at zero at the time of registration; your departments will be bill after the event)